

Minutes of Regular Meeting of November 26, 2013  
One Twin Pines Lane, Belmont, CA

**REGULAR MEETING**

CALL TO ORDER 7:35 P.M.

**ROLL CALL**

COUNCILMEMBERS PRESENT: Braunstein, Lieberman, Warden, Feierbach, Wozniak

COUNCILMEMBERS ABSENT: None

STAFF PRESENT: City Manager Scoles, City Attorney Rennie, Finance Director Fil, Community Development Director de Melo, Information Technology Director Mitchell, Parks and Recreation Director Gervais, Public Works Director Oskoui, Human Resources Director Dino, Police Chief DeSmidt, Fire Chief Keefe, Deputy Fire Chief Gaffney, City Treasurer Violet, Deputy City Clerk Plut

**PLEDGE OF ALLEGIANCE**

Led by Mayor Wozniak

**SPECIAL PRESENTATIONS**

**Proclamation Honoring Claudia Koochek, Charles Armstrong School, Recipient of Mayor's Diversity Award**

Mayor Wozniak stated that Claudia Koochek, the Head of School at Charles Armstrong School, was this year's Belmont recipient of the Mayor's Diversity Award presented in October. She read a proclamation outlining the accomplishments of Ms. Koochek.

**Claudia Koochek**, Charles Armstrong School, thanked the Mayor for the recognition, and outlined the goals, objectives, and philosophy of Charles Armstrong School, which serves students with learning challenges, most notably dyslexia.

**Oath of Office for New Police Officers and Police Promotions**

Police Chief DeSmidt introduced five new officers for Belmont: Mike Stauffer, Sean Nimo, Joe Lorenzini, Ryan Collins, and Andrew Baladi. He pointed out that this was an unprecedented number of new recruits for the City of Belmont. He also introduced veteran officers who were receiving promotions to Corporal: Clyde Hussey and Scott Fegley.

Deputy City Clerk Plut administered the Oath of Office, and the officers' families pinned their badges.

**RECESS: 7:55 P.M.**

**RECONVENE: 8:05 P.M.**

## **PUBLIC COMMENTS AND ANNOUNCEMENTS**

**Kathleen Beasley**, Belmont Library, outlined upcoming programs for December at the Library.

### **CONSENT CALENDAR**

In response to Councilmember Braunstein regarding Consent Item 8-4 (Resolution of the City Council Renewing the Operating Agreement for a Five Year Term for Adult Softball Between the Cities of Belmont, Foster City, and San Mateo), Parks and Recreation Director Gervais explained that should the turfing project at the Sports Complex affect the use of that facility, teams would be moved to other facilities in other cities. He pointed out that this occurred in Foster City and adjustments were made.

Councilmember Braunstein commented regarding Consent Item 8-J (Resolution Authorizing a Service Agreement with Records Systems Associates, Inc., to Update the City of Belmont's Records Retention Schedule). He pointed out that staff recommended moving forward with the first of two options presented by the vendor, and he noted that he could support Option two should it be needed in the future.

Councilmember Warden commended Public Works staff for reducing the cost of the engineering services agreement for the Sanitary Sewer Force Mains (Consent Item 8-E). He pointed out that the original budget for this project was \$600,000, and the cost was reduced to \$260,000.

### **ITEMS APPROVED ON CONSENT CALENDAR**

**Minutes of** Regular City Council Meeting of October 8, 2013

**Resolution 2013-118** Authorizing the Issuance of a Purchase Order to Xtelesis To Upgrade The City's Computer Network In An Amount Not To Exceed \$79,982

**Resolution 2013-119** Honoring Corporal Ritter upon her Retirement

**Resolution 2013-120** Authorizing the City Manager to Execute a Construction Contract to Andreini Brothers, Inc. for the 2013 Belmont Creek Dredging Project for an Amount not to Exceed \$8,000

**Resolution 2013-121** Approving an Engineering Services Agreement with Pure Technologies for a Detailed Condition Assessment of Belmont's Sanitary Sewer Force Mains for an Amount not to Exceed \$260,000

**Resolution 2013-122** Renewing the Operating Agreement for a Five Year Term for Adult Softball Between the Cities of Belmont, Foster City, and San Mateo

**Resolution 2013-123** Authorizing Payment of \$20,000 to City/County Association of Governments of San Mateo (C/CAG) for Housing Element Update Services

**Resolution 2013-124** Authorizing Purchase and Installation of New Carpet in the Taube Room and Children's Area of the Belmont Library for an Amount Not to Exceed \$6,000

**Resolution 2013-125** Establishing a No Parking Zone between Driveways at 1626 and 1630 King Street

**Resolution 2013-126** Authorizing a Service Agreement with Records Systems Associates, Inc., to Update the City of Belmont's Records Retention Schedule, in an amount not to exceed \$11,890

**Resolution 2013-127** Authorizing the Issuance of a Purchase Order to Dell, Inc., to Upgrade the City's Server Infrastructure in an amount not to exceed \$59,281

**ACTION:** On a motion by Councilmember Braunstein, seconded by Councilmember Warden, the Consent Agenda was unanimously approved by a show of hands.

## **HEARINGS**

### **Public Hearing of the City Council Adopting a Resolution Revising the Maximum Rate that may be Charged for Solid Waste, Recyclable Materials, and Organic Materials Collection Services Effective January 1, 2014**

City Attorney Rennie explained that the threshold for a successful protest would be 50 percent plus one of parcels in Belmont, and there are over 10,000 parcels. Deputy City Clerk Plut announced that 54 protest letters had been received.

**Tom Gould**, Solid Waste Rate Consultant, explained the methodology used to determine annual rates as provided for in the franchise agreement, which has been in place since 2010. He stated that the revenue differential for the large number of customers who migrated to a smaller cart was spread over several years in order to avoid a large rate increase in one year, and this was accomplished through an amendment to the franchise agreement with Recology.

Mr. Gould outlined the factors and components used to determine the maximum rate increase for the upcoming year, which calculates to just over 12 percent. He clarified that the analysis he performed confirmed the appropriateness of that rate increase. He outlined the monthly increase in dollars for each cart size. He pointed out that the 32 gallon cart is the most common size for residential customers.

Mayor Wozniak opened the Public Hearing.

**Roger Flores**, Belmont resident, stated that he owns apartment buildings in a number of cities, and Belmont's commercial rates are the highest of all of those cities. He pointed out that the City of San Mateo is also serviced by Recology, and their rates are considerably lower.

Mr. Gould clarified that Belmont's residential rates fall within the middle of the average for twelve neighboring cities. He explained that a comparison of commercial rates was not performed. He also noted that commercial rates are proposed to be increased at the same percentage as residential.

Mayor Wozniak noted that the surcharges which make up the bulk of the proposed rate increase will cease after this year, and future increases could be considerably less than other cities in San Mateo County.

Deputy City Clerk Plut stated that the number of protest letters stands at 54.

In response to Councilmember Warden, City Attorney Rennie indicated that should the City receive more than 50 percent protest letters, the City Council could overrule the protest and impose the proposed rate increase. He also indicated that if the City Council were to uphold the protest, it would need to determine how to fulfill the revenue obligation as set forth in the franchise agreement. He clarified that this would likely result in a reduction in services provided by Recology, or another source of revenue would need to be identified, such as the General Fund.

Mayor Wozniak closed the Public Hearing.

**ACTION:** On a motion by Councilmember Braunstein, seconded by Mayor Wozniak, and approved by a roll call vote (Warden, Feierbach no) to approve Resolution 2013-128 Revising the Maximum Rate that may be Charged for Solid Waste, Recyclable Materials, and Organic Materials Collection Services Effective January 1, 2014

## **OTHER BUSINESS**

### **Discussion and Direction Regarding City-Owned San Juan Canyon Open Space Parkland Designation, Identification and Planning**

Parks and Recreation Director Gervais outlined options to designate the newly-rezoned San Juan Canyon property as parkland. He pointed out that interpretive signage and informational kiosks could be erected at trailheads, consistent with signage in other open space areas in Belmont. He described the proposed trailhead locations, and noted the interface with existing trails connecting Sugarloaf Mountain within the city limits of San Mateo. He also outlined possible locations for benches overlooking the open space, and described potential interpretive programs that could be offered to the public. He provided costs associated with the various options presented.

Parks and Recreation Director Gervais summarized the recommendations from the Parks and Recreation Commission, and noted that the mid-year budget could address the implementation of any of the options as directed by the City Council.

Councilmember Feierbach expressed concerns regarding the proliferation of invasive tree species in the area, notably the acacia trees. She also recommended maintaining communication with the neighborhood regarding any work that will be done in the area.

Parks and Recreation Director Gervais explained that tree maintenance and removal of invasive species could be coordinated through Cal Fire.

Mayor Wozniak pointed out that the new San Juan Canyon properties are now included on the City's Open Space maps.

**Jeannette Sacco-Belli**, Belmont resident, thanked the City Council and staff for its efforts regarding this matter. She recommended that the excess revenues be dedicated to the San Juan Canyon area, including trail development and maintenance. She pointed out the poor condition of Marsten Road. She also recommended future land acquisition, if possible. She suggested that interpretive programs be limited in size. She recommended a commemorative plaque outlining the names of all who helped with the land acquisition.

Councilmember Feierbach expressed support for the options outlined by staff, and expressed concern regarding the intensity of use. She pointed out the limited parking opportunities in the neighborhood.

Mayor Wozniak expressed support for the installation of benches at some of the trailhead locations where appropriate.

City Manager Scoles suggested that work could begin on signage at some of the trailheads, and other detailed expenditures could be addressed during the mid-year budget.

Councilmember Braunstein expressed an interest in the installation of interpretive panels that would describe the efforts for the City's acquisition of the property. He suggested that more details regarding the interpretive programs be developed prior to implementation. In response to questions, Parks and Recreation Director Gervais provided clarification regarding the basis of the cost estimates for the various options outlined by staff, and noted that allowance for contingencies was built into the estimates.

Discussion ensued regarding the development of interpretive programs.

Mayor Wozniak suggested implementing the various options in phases, beginning with the items that could be accomplished quickly, such as signage and trail maps. She concurred that interpretive programs should be limited in size.

Councilmember Lieberman expressed support for signage and maps. He suggested developing a more comprehensive plan relative to the implementation of interpretive programs for all of Belmont's open space.

Councilmember Warden expressed support for signage, maps, and a maintenance component for the open space. He does not support paying for ongoing expenses from one-time monies.

Council concurred to direct staff to move forward with signage, maps, and benches at trailheads, and to bring forward at a later date a more comprehensive plan for interpretative panels and programs.

**Introduction of Ordinance of the City Council Adopting Procedures Under the Implementing a Uniform Public Construction Cost Accounting Act (UPCCA) for Public Project Construction**

City Attorney Rennie stated that this ordinance would streamline the public project construction vendor selection process but it does not change the dollar threshold currently in place as set by Council resolution.

City Attorney Rennie read the ordinance title.

**ACTION:** On a motion by Councilmember Lieberman, seconded by Councilmember Braunstein, an Ordinance Adopting Procedures Under the Implementing a Uniform Public Construction Cost Accounting Act (UPCCA) for Public Project Construction was unanimously introduced by a show of hands, further reading of the title was waived, and the second reading and adoption was set for December 10, 2013.

## **COMMISSION, COMMITTEE, AND COUNCIL INTERGOVERNMENTAL ASSIGNMENT UPDATES, AND STAFF ITEMS**

### **Verbal report from Councilmembers on Intergovernmental (IGR) and Subcommittee Assignments**

Councilmember Warden reported on the San Juan Subcommittee's recent meeting with the owners of the horse ranch property. He explained that other purchase options were proposed by the owners but none were within the scope as directed by the City Council in closed session. He stated that no further communication had been received by the property owners.

Councilmember Braunstein stated that the County-wide animal control and licensing program was discussed at the recent Council of Cities meeting. He stated that there is a need to rebuild the existing animal shelter, which will result in costs to be borne by all the cities in San Mateo County. He explained that further presentations will be made to individual cities as part of the process for a new animal control contract and the capital project. He noted that concerns were raised by councilmembers from other cities regarding this matter.

City Manager Scoles explained that the County of San Mateo could provide a 30-year zero-interest loan for the costs for the new facility.

Mayor Wozniak stated that PG&E representatives made a presentation at a recent C/CAG meeting regarding improvements made to communications to residents during power outages. She noted that the C/CAG members requested information from PG&E regarding the location and condition of gas lines.

Mayor Wozniak also reported on a recent Peninsula Congestion Relief Alliance meeting where a presentation from a car sharing program in San Francisco was made.

### **Verbal Report from City Manager**

City Manager Scoles announced a tree planting event that would take place on December 1<sup>st</sup> at O'Donnell Park in the Homeview neighborhood. He also mentioned an upcoming conference for

new councilmembers and mayors sponsored by the League of California Cities. He announced that Crystal Springs Uplands School recently purchased property on Davis Drive, and that Cengage, located on Davis Drive, might be looking at alternative locations.

Mayor Wozniak noted that Go-Pro, a helmet-mounted camera company, currently leases property on Davis Drive for research and development of their product.

**ADJOURNMENT** at this time, being 9:15 p.m.

**Terri Cook**  
**City Clerk**

This meeting was tape recorded and videotaped.